

McLean County Commission Proceedings
Tuesday, August 2, 2016

The first regular August meeting of the Board of Commissioners was called to order at 8:30 a.m. by Chairperson Steve Lee. Present were Commissioners Lee, Doug Krebsbach and Barry Suydam. Also present were Auditor Les Korgel, Deputy Auditor Nancy Leidholm, and Stu Merry of BHG News Services.

Moved by Krebsbach, seconded by Suydam, to approve the minutes of the previous meeting as submitted. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Highway Superintendent Jim Grey joined the meeting. He informed the commission that gravelling projects are going well, are about half done and should be completed sometime in September. Riprapping is coming along and crews are mowing bridges now; with right of way mowing beginning next week. Discussion followed regarding tractor/mower rentals. Grey reported that some of the roads that have been under water due to wet weather could possibly be worked on as soon as this fall if weather cooperates. Discussion on County Road (CR) 2 took place regarding the responsibility of it belonging to Three Affiliated Tribes and the oil companies that use it.

Grey then presented his department budget for 2017 which is divided between six areas. In the first area, Highway Administration, he requested a 2% overall adjustment in the Salaries line item and the Employer Benefit Share line item shows an increase of \$5,000.00. The next area, Highway Maintenance Sheds remained the same as 2016 as does the Highway Shop-Washburn/Garrison area. Budgeted salaries in the Highway-Maintenance/Construction area included an increase of 2%. This budget area also showed an increase in the Employer Benefit Share line item; decreases in the Contractors, Asphalt Patching, Culverts, and Bridge Materials line items; while Engineering, Gravel/Sand, Oil Sealing, and Signs remain the same as 2016. The next area, Highway Equipment Expense, showed an increase in the Capital Outlay line item due to the request to purchase a tractor, semi-truck, two pickups, the leasing of 3 motor graders, and \$63,000.00 for miscellaneous purchases. The last budget area, Farm to Market Road, remained the same as 2016.

States Attorney Ladd Erickson joined the meeting with his proposed budget for 2017. The Salary line item showed an overall adjustment of 2%; the Travel and Dues/Memberships line items showed a minimal increase from 2016; while the remaining line items remained the same. A new line item, Litigation Cost, has been added in the amount of \$25,000.00 to cover possible court costs in regards to the Sakakawea land transfer between the U. S. Army Corps of Engineers and the Three Affiliated Tribes.

Moved by Suydam, seconded by Krebsbach, to deny the request from The Shore Bar and Grill for a Special Events Permit to serve alcohol off-site at Brush Lake on August 6, 2016. Wise Township has voted against the request and Suydam feels the township’s wishes should be honored. Discussion followed. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Moved by Krebsbach, seconded by Suydam, to issue a raffle permit to Saddle Up Against Cancer of Bismarck for a raffle to be conducted at the Tom and Laurie Nostdahl Farm, rural Underwood, on August 13, 2016 with prizes being a dog kennel, shop vac, Underwraps, UND rug, NDSU wine bucket, Red Carpet Carwash books, and items from Schonert Sign Ranch, Branded Envy, and Capital RV, totaling \$1,477.00 in prizes. The raffle is to benefit patients and families at the Bismarck Cancer Center. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Kelly Heinert of Dakota Business Solutions, Bismarck, joined the meeting with a proposal to lease a Neopost postage meter for county use. The county’s lease with Pitney Bowes is up in November. The commission requested more information from Pitney Bowes to make an informed decision.

Korgel presented the proposed 2017 budget from First District Health Unit. He first presented the expenditure breakdown where the budgeted total increased from \$5,248,227.00 in 2016 to \$5,263,114.00 for 2017 including a 3% salary increase for their staff. He then presented the revenue breakdown for the district. The dollar amount requested from McLean County is \$165,730.00 which is an increase over the 2016 amount of \$162,975.00. Suydam questioned the 3% salary increase for the district when the county is offering 2% to their employees. Discussion followed.

Moved by Krebsbach, seconded by Suydam, to approve the 2017 budget from First District Health Unit as submitted. Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

Sheriff J. R. Kerzmann and Chief Deputy Sheriff/E-911 Coordinator Richard Johnson joined the meeting. Kerzmann presented letters for signing by the commission thanking the Three Affiliated Tribes for the donation of four used patrol vehicles.

Kerzmann discussed the retirement of Sheriff Department employee Otto Walth and informed the commission that his retirement party will be held from 2:00 p.m. to 4:00 p.m. on August 24, 2016 at the Sunset Manor Convalescent Hospital in Mandan.

Discussion followed regarding the housing of Mercer County prisoners as Mercer County builds their new jail.

Johnson informed the commission that Makoti-Ryder Ambulance District will be dissolved after August 15, 2016. Garrison/Max Ambulance District and Plaza Ambulance District will cover the area. Residents of the area are not a part of an ambulance district. They would have to request to join a district and an election held to approve the expansion of an ambulance district in order for Garrison/Max Ambulance District and Plaza Ambulance District to receive any tax revenue.

Discussion followed regarding an auction sale for impound vehicles held by the Sheriff’s Department.

Beth Bruestle, Director of the McLean Mercer Regional Library was present to present their 2017 budget. The Salary line item shows 5% increase from \$265,000.00 in 2016 to \$278,927.80 for 2017 resulting in an increase in the Benefits and Pension line items as well. Line Items Book Processing, Office Supplies, Repairs & Improvements, Workshops & Special Programs, Petty Cash/Postal Expense, Computers, Member Library Services, Info*Lynx/CDLN, MDU, Imagination Library, and Accounting Fees remain the same as 2016. Line items Bookmobile Replacement, Library Material, Board Travel, Insurance, and Technology-Electronic Databases show increases while line items Bookmobile (fuel, maintenance, rent), Furniture & Equipment, Telephone, Staff Travel, Audit, and MMRL Marketing show decreases from 2016. Suydam expressed concern over the 5% salary increase as county employees are being given 2%. Discussion followed.

Received and ordered filed the fee collection report from the Recorder’s office in the amount of \$8,344.50 for the month July.

Received and ordered filed the fee collection report from the Sheriff’s department in the amount of \$1,465.15 for the months of May, June, and July.

Moved by Krebsbach, seconded by Suydam, to approve the following vouchers for payment:

CHECK #	VENDOR	DESCRIPTION	AMOUNT
A130470	AGGREGATE CONSTRUCTION	PROJECT CNOC-0028(022)	688,737.57
A130471	BUTLER MACHINERY COMPANY	PARTS, OIL	1,619.38
A130472	WILLIAM CARLSON	REIMBURSE CELL PHONE	30.00
A130473	CIRCLE SANITATION SERVICE	GARBAGE PICKUP – GARRISON & WASHBURN SHOPS	129.25
A130474	FASTENAL COMPANY	SIGNS	208.61
A130475	LYLE SIGNS, INC	SIGNS	1,235.82
A130476	MCLEAN SHERIDAN RURAL WATER	WATER	105.46
A130477	PRAXAIR DISTRIBUTION	PARTS	353.93
A130478	SCOTT'S HARDWARE	WASHBURN SHOP SUPPLIES	42.99
A130479	SMITHYS LLC	PARTS	6.50
A130480	TITAN MACHINERY	COUNTER WEIGHT	541.00
A130481	VINING OIL	FUEL – GARRISON SHOP	12,443.43
A130482	AT&T MOBILITY	SHERRIF & STATES ATTORNEY CELL SERVICE; LAND USE DATA CARD	180.02
A130483	BHG INC	REDEMPTION NOTICES, ABSTRACT OF VOTES, RECEIPT TAPE, NOTICES	1,218.88
A130484	BIOLOGICAL CONTROL OF WEEDS	LITURA – WEED CONTROL	248.50
A130485	BOB BARKER COMPANY	10 OZ FLEX MUGS – SHERIFF	204.23
A130486	BURLEIGH CO SHERIFF'S DEPT	TOWING FEES	325.00
A130487	BUSINESS CARD	6 LIND 120W AUTOMOBILE POWER ADAPTERS – E-911; DOWNLOADABLE WEBROOT FOR 5 USERS	928.19
A130488	CDW GOVERNMENT INC	APC REPLACEMENT BATTERY RBC2	58.13
A130489	CHS CREDIT CARD DEPT	GASOLINE – SHERIFF	2,442.07
A130490	CHASE DRUG STORE	PRISONER MEDICAL	77.54
A130491	CIRCLE SANITATION SERVICE	GARBAGE PICKUP	341.99
A130492	CITY OF WASHBURN	LAW ENFORCEMENT CENTER & COURTHOUSE – WATER/SEWER	494.51
A130493	DAKOTA CENTRAL SOCIAL SVCS	MCLEAN COUNTY SHARE BILLABLE EXPENSES – JUNE 2016	49,090.51
A130494	DOC'S SHOP	TIE ROD, RADIATOR REPAIRS, OIL CHANGES – SHERIFF	1,656.76
A130495	EGGERS ELECTRIC MOTOR CO	REPAIR FAN MOTOR – GARAGE BASEMENT	65.00
A130496	LADD R ERICKSON	JULY TRAVEL	270.00
A130497	FARMERS UNION SERVICE ASSOC	ADD 2010, 2012, 2016 FORD EXPEDITIONS, ADD 2 2008 CROWN VICS, ADD 2015 CASE IH MAXUM 140	2,951.00
A130498	GARRISON CITY	IMPOUND & LOT CHARGES – JANUARY – FEBRUARY – SHERIFF	12,305.00
A130499	GARRISON DIVERSION	DISBURSE MONTHLY COLLECTIONS	1,920.62
A130500	HATZY'S REPAIR	OIL CHANGES – SHERIFF	99.90
A130501	CALLA JARBOE	REIMBURSE FOR TIRE REPAIRS	27.95
A130502	SHANNON JEFFERS	JULY WATER BOARD MEETINGS/TRAVEL	2,068.80
A130503	DOUG KREBSBACH	JULY TRAVEL	77.76
A130504	LEE, STEVE	JULY TRAVEL	87.48
A130505	MCLEAN FAMILY RESOURCE CTR	DISBURSE MONTHLY COLLECTIONS	625.00
A130506	MCLEAN COUNTY AUDITOR	JULY POSTAGE – COUNTY AGENT	40.03
A130507	MENARDS - MINOT	WRENCH, MOSQUITO REPELLANT,	63.47

		DOOR HANDLE/LOCK – PARK	
A130508	MOTOROLA SOLUTIONS, INC.	3 APX6500 MOBILE RADIOS – E-911	12,098.25
A130509	MOTEL 6 - DICKINSON	LODGING – BARRETTE – SHERIFF	244.95
A130510	ND NEWSPAPER ASSOCIATION	NDSU EXTENSION SERVICE AD	191.40
A130511	ND ASSN OF OIL & GAS PROD CNTY	2016 – 2017 ANNUAL MEMBERSHIP DUES, 2016 – 2017 ANNUAL COUNTY TRUCK PERMIT	4,500.00
A130512	ND ASSOCIATION OF COUNTIES	DISBURSE 15% E-911 COLLECTIONS, PRE- EMPLOYEMENT DRUG & ALCOHOL TESTING FEES – PEYERS	1,550.81
A130513	NDACO RESOURCES GROUP	MANAGED SERVER PRO – SEPTEMBER, MANAGED WORKSTATION PRO – SEPTEMBER, SUBSCRIPTION BASED ANTI-VIRUS – SEPTEMBER, MONTHLY BACKUP FEE FOR DATTO - SEPTEMBER	1,408.26
A130514	ND EMERGENCY MGMT ASSOC	REGISTRATION FOR ND EMERGENCY MGMT CONFERENCE – KROLL	60.00
A130515	BRADLEY NIELSEN	MEALS	62.50
A130516	NW TIRE	TIRES – SHERIFF	421.52
A130517	LYNN OBERG	JULY WATER BOARD MEETINGS/TRAVEL	1,253.87
A130518	OFFICE DEPOT	#10 PLAIN ENVELOPES, HP 64A TONER, AAA BATTERIES, 1/3 CUT FILE FOLDERS, TAPE DISPENSER, DIVIDERS, BINDER	198.92
A130519	OTTERTAIL POWER COMPANY	BUTTE, TURTLE LAKE, WASHBURN, & MAX SHOPS; COURTHOUSE, RADIO TOWER, LAW ENFORCEMENT CENTER	4,784.44
A130520	PEDERSON DAVID	REIMBURSE – RAZORS, SHAVE GEL, ZIP LOCK BAGS, DVD+R	33.96
A130521	JAIMI POCHANT	INMATE CARE	600.00
A130522	RED ROOF INN - FARGO	LODGING – OLSON – SHERIFF	76.49
A130523	RIVER CITY HEATING & AIR	PIPE ½” LINE TO NEW STOVE – SHERIFF	1,708.00
A130524	SCOTT'S HARDWARE	BOLTS, VINYL TAPE, TOOLS – SHERIFF, GENERATOR OIL, FURNACE & AIR FILTERS, ROUNDUP, SCREW, BOLTS, OIL PAN, BISSELL VACUUM CLEANER	363.35
A130525	SCOTTI MUFFLER	PARTS/LABOR – SHERIFF	350.00
A130526	S & J HARDWARE	IRON OUT, BLEACH, BUG SPRAY, SIGNS, BATTERIES – PARK	119.15
A130527	SRT COMMUNICATIONS, INC	ASSESSOR CELL SERVICE	61.04
A130528	ND STATE TREASURER	DISBURSE MONTHLY COLLECTIONS – STATE TAX & DOMESTIC VIOLENCE	352.10
A130529	THOMPSON FUNERAL HOME	REIMBURSE FOR JULY CORONER SERVICES	1,500.00
A130530	UNICOM	GRAPHIC FOR SHERIFF PATROL CAR	190.00
A130531	VIKING SCREEN PRINTS	METAL SIGN – PARK	517.70
A130532	WALKERS & DAUGHTERS JWLRS	RETIREMENT GIFT – WALTH	229.00
A130533	WASHBURN AUTO BODY LLC	UNIT S-11 TIE ROD, LABOR, WHEEL ALIGNMENT	210.79
A130534	JAMES D YOUNG BIRD JULY PAYROLL	REIMBURSE FOR MOTEL ROOM A detailed list of payroll funds expended is available for public inspection anytime during regular business hours in the McLean County Auditor’s office.	557.12 \$349,924.53

Roll Call Vote: Aye: Krebsbach, Suydam, and Lee. Nay: None. Motion carried.

The Commission set the Preliminary Budget Hearing for September 22, 2016 at 6:30 p.m.

Maintenance Supervisor Curt Malo joined the meeting with his County Building & Grounds Departmental budget for 2017. The Salary line item shows an increase of 2% that includes a part time employee, along with a request to move Connie Kelsch from a Custodian I to a Custodian II position. Krebsbach recommended moving Kelsch up without hiring a part-time person to which Malo agreed. Lee is hesitant to eliminate the part-time position. The rest of the budget remains the same as 2016. Malo requested splitting the Janitorial Supplies line item between the Courthouse and the Law Enforcement Center. Lee feels this would give a better accounting for jail expenses.

Malo’s Motor Pool budget for 2017 showed no changes from 2016.

Deputy Auditor Lori Foss joined the meeting to present her proposed budgets for 2017. The Superintendent of Schools 2017 budget shows an overall decrease from \$5,203.76 in 2016 to \$4,647.84 for 2017. The GIS Implementation budget shows a decrease from \$375.00 for 2016 to \$0.00 for 2017. The Flexible Benefits – Medical and Child Care budget shows a decrease in line item Administrative Fees from \$2,178.00 for 2016 to \$1,980.00 for 2017. Foss then presented her Computer Operations budget for 2017 showing decreases in line items ITD Contract, Anti-Virus Protection and Reference Materials. The Salary line item showed a 2% increase; Travel showed an increase from \$21.00 in 2016 to \$75.00 for 2017; Ink & Toner showed an increase from \$3,750.00 in 2016 to \$6,500.00 for 2017; Dakota Programs Maintenance showed an increase from \$12,195.00 in 2016 to \$12,750.00 for 2017; NDACo Annual Tech Contract showed an increase from \$11,115.00 in 2016 to \$18,275.00 for 2017; and Capital Outlay shows an increase from \$13,380.00 in 2016 to \$18,000.00 for 2017 due to the need to upgrade computer equipment in various departments.

Foss presented to the Board salary projection data utilizing a 2% across the board salary adjustment; and also data using the performance based adjustments.

Korgel presented the 2017 budgets for Utilities, Dues/Memberships, Employee Benefits, Special Assessments, and County Park Board.

Korgel presented the budget narrative report for the month of July along with the list of 26 delinquent taxpayers owing over \$4,000.00. Property taxes are at 96% collected with the discount compared to 96% in 2015; government reimbursements including PILT, State Aid, and Coal Severance are at \$1,568,988.47 compared to \$1,770,155.93 in 2015; and fees and miscellaneous revenues are at \$899,644.52 compared to \$675,938.13 in 2015. On the expense side 48.62% of the budget has been expended where budget expenditures normally would be around 58.33%.

Korgel informed the commission that at the next meeting he may recommend borrowing money for cash flow. Lee wondered if it would be a five year program or short term. Korgel recommended five years as it will be cheaper mill levy wise going this route. Discussion followed.

There being no further business, the chairperson declared the meeting adjourned at 11:00 a.m. until the next regularly scheduled meeting on Tuesday, August 16. The commission minutes and agenda can be found on the county website at <http://www.mcleancountynd.gov>.

Steve Lee, Chairperson

Nancy Leidholm, Deputy Auditor